

**COUNTY OF SAN LUIS OBISPO BOARD OF SUPERVISORS
AGENDA ITEM TRANSMITTAL**

(1) DEPARTMENT Sheriff - Coroner	(2) MEETING DATE 9/23/2014	(3) CONTACT/PHONE Ian Parkinson/781-4540	
(4) SUBJECT Consideration of a request to: 1) approve a three year contract totaling approximately \$234,000 annually with the City of Morro Bay for the Sheriff's Office to provide dispatch services for the Morro Bay Police Department; 2) approve a separate Interim Emergency Agreement for dispatching the Morro Bay Fire and Harbor Departments by County Fire; 3) approve a resolution amending the Position Allocation List for Fund Center 136 - Sheriff's Office to add 2.00 FTE limited term Sheriff's Dispatcher positions funded by the City of Morro Bay for Fiscal Years (FY) 2014-15 2015-16 and 2016-17; and authorize a budget adjustment in the amount of \$214,065 for FY 2014-15 in FC 136-Sheriff Coroner. District 2.			
(5) RECOMMENDED ACTION It is recommended that your Board <ol style="list-style-type: none"> 1. Approve a contract with the City of Morro Bay to provide dispatch services for the Morro Bay Police Department; 2. Approve a resolution amending the Position Allocation List for Fund Center 136 - Sheriff's Office to add 2.00 FTE limited term Sheriff's Dispatcher positions funded by the City of Morro Bay for FY 2014-15 and FY's 2015-16 and 2016-2017; 3. Approve an Interim Emergency Agreement between the County and the City of Morro Bay to provide dispatching services to the Morro Bay Fire and Harbor Departments; 4. Approve a budget adjustment in the amount of \$214,065 for FY 2014-15 in FC 136 – Sheriff-Coroner by 4/5 vote. 			
(6) FUNDING SOURCE(S) City of Morro Bay	(7) CURRENT YEAR FINANCIAL IMPACT \$214,065.00	(8) ANNUAL FINANCIAL IMPACT \$234,000.00	(9) BUDGETED? Yes
(10) AGENDA PLACEMENT <input type="checkbox"/> Consent <input type="checkbox"/> Presentation <input type="checkbox"/> Hearing (Time Est. ____) <input checked="" type="checkbox"/> Board Business (Time Est. <u>5 min</u>)			
(11) EXECUTED DOCUMENTS <input checked="" type="checkbox"/> Resolutions <input checked="" type="checkbox"/> Contracts <input type="checkbox"/> Ordinances <input type="checkbox"/> N/A			
(12) OUTLINE AGREEMENT REQUISITION NUMBER (OAR) N/A		(13) BUDGET ADJUSTMENT REQUIRED? BAR ID Number: 1415035 <input checked="" type="checkbox"/> 4/5 Vote Required <input type="checkbox"/> N/A	
(14) LOCATION MAP N/A	(15) BUSINESS IMPACT STATEMENT? No	(16) AGENDA ITEM HISTORY <input type="checkbox"/> N/A Date: _____	
(17) ADMINISTRATIVE OFFICE REVIEW Geoff O'Quest, Administrative Analyst			
(18) SUPERVISOR DISTRICT(S) District 2			

County of San Luis Obispo



TO: Board of Supervisors

FROM: Sheriff - Coroner / Ian Parkinson/781-4540

DATE: 9/23/2014

SUBJECT: Consideration of a request to: 1) approve a three year contract totaling approximately \$234,000 annually with the City of Morro Bay for the Sheriff's Office to provide dispatch services for the Morro Bay Police Department; 2) approve a separate Interim Emergency Agreement for dispatching the Morro Bay Fire and Harbor Departments by County Fire; 3) approve a resolution amending the Position Allocation List for Fund Center 136 - Sheriff's Office to add 2.00 FTE limited term Sheriff's Dispatcher positions funded by the City of Morro Bay for Fiscal Years (FY) 2014-15 2015-16 and 2016-17; and authorize a budget adjustment in the amount of \$214,065 for FY 2014-15 in FC 136-Sheriff Coroner. District 2.

RECOMMENDATION

It is recommended that your Board:

1. Approve a contract with the City of Morro Bay to provide dispatch services for the Morro Bay Police Department;
2. Approve a resolution amending the Position Allocation List for Fund Center 136 - Sheriff's Office to add 2.00 FTE limited term Sheriff's Dispatcher positions funded by the City of Morro Bay for FY 2014-15 and FY's 2015-16 and 2016-2017;
3. Approve an Interim Emergency Agreement between the County and the City of Morro Bay to provide dispatching services to the Morro Bay Fire and Harbor Departments;
4. Approve a budget adjustment in the amount of \$214,065 for FY 2014-15 in FC 136 – Sheriff-Coroner by 4/5 vote.

DISCUSSION

The San Luis Obispo County Grand Jury presented a report in 2013 regarding "Consolidation of Public Safety Dispatch Systems." This report focused on the feasibility and the cost savings of consolidating dispatch services. Currently of the seven incorporated Cities in San Luis Obispo County there are six dispatch centers, in addition to the Sheriff's Office dispatch center. The Sheriff's Office dispatch center currently dispatches for law enforcement services to the three Sheriff's Sub-Stations and the City of Arroyo Grande.

The City of Morro Bay recognizes the benefits of contracting dispatch services with the Sheriff's Office, based on the success of the contract with the City of Arroyo Grande. Morro Bay Police Department had been evaluating the services they were able to provide to their community with limited dispatch personnel as well as difficulties they historically had with hiring and retaining dispatchers. Several meetings and discussions were held between Morro Bay City personnel and County personnel regarding the possibility of providing dispatch services.

Some of the benefits of contracting dispatch services for an agency the size of Morro Bay were very similar to those that the City of Arroyo Grande gained for dispatching police services. In addition to having enhanced police dispatch services

Morro Bay also recognized added benefits they would experience by having County Fire provide dispatch services for their fire and harbor departments. The Sheriff's Office is able to provide a higher level of service to the citizens of the City such as emergency medical dispatching (EMD) that reduces code-3 responses to medical aides and improved communications to Officers. County Fire is also able to provide a higher level of service, improved radio communications, and improved automatic fire aid. The benefit to the County is that additional staff is available at no cost, multi-agency coordination is improved during emergencies, and service to all customers is enhanced when dispatchers have adequate time to deal with the multitude of calls a dispatch center can receive. Additionally, during periods of decreased activity the additional dispatchers are available to supplement services to the unincorporated areas of the County.

Morro Bay City Council held a Special City Council Meeting on August 11, 2014 to discuss and authorize a contract with the Sheriff's Office and County Fire for contracting dispatch services. The Morro Bay City Fire Chief and Police Chief as well as County Fire Chief Robert Lewin and Undersheriff Tim Olivas were in attendance and answered questions presented to them by the City Council. At the conclusion of the meeting the City Council voted 5-0 in favor of pursuing a contract with the County for dispatch services.

Because of the pending consolidation, the Police Department stopped hiring dispatchers they were losing through attrition. Due to reduced staffing levels and the impacts this caused, the Sheriff's Office, County Fire and Morro Bay quickly began working out the parameters and language of contracts for dispatch services. While the contracts were going through the approval process, it became necessary for the Sheriff's Office and County Fire to start providing dispatch services for the City of Morro Bay on an emergency basis early in September 2014.

The attached contract with the City of Morro Bay provides for an increase of the Sheriff's Office Position Allocation List by 2 FTE Sheriff's Dispatchers. The contract also provides for Network Support Services to be billed at an hourly rate as follows:

Position	Hourly Rate
Departmental Automated Specialist II	56.22
Systems Administrator III	68.64
Senior Software Engineer	74.99

The contract is for a three year period and is renewable in three year increments.

The attached Interim Emergency Agreement with the County will provide dispatch services for both the Fire Department and the Harbor Department. This is an Interim Agreement to allow the City of Morro Bay and County Fire enough time to address employee transfer issues of bringing one Morro Bay employee in to the County Fire Department, as a CAL FIRE employee. (CAL FIRE serves under contract as the County Fire Department.) When that process is complete the County Fire Department will bring back to the Board of Supervisors a contract for services. It is anticipated that will occur in three to six months.

OTHER AGENCY INVOLVEMENT/IMPACT

The Sheriff's Office and County Fire have worked with County Counsel, Human Resources and the Administrative Office regarding this proposal and contracts. County Counsel has approved the attached contract and agreement as to form and legal effect.

FINANCIAL CONSIDERATIONS

Funding for these positions for the Sheriff's Office will have no impact on the Department's budgeted level of General Fund support. The table below shows the revenue and expenditures estimated throughout the life of the contract with a net county cost of zero dollars.

	Estimated	Estimated	Estimated
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	FY 14/15	FY15/16	FY 16/17
Revenue			
City of MB	\$ 214,065	\$ 234,219	\$ 252,076
Total Revenue	\$ 214,065	\$ 234,219	\$ 252,076
Expenditures			
2 Dispatcher FTE's includes benefits	\$ 198,706	\$ 218,126	\$ 234,134
Overtime	7,480	7,510	8,727
Training/Uniforms/Administration	7,879	8,583	9,215
Total Expenditures	\$ 214,065	\$ 234,219	\$ 252,076
Net County Cost	\$ 0	\$ 0	\$ 0

The Sheriff's Office will bill the City of Morro Bay twice a year and be fully reimbursed. The expenditures will be budgeted each fiscal year along with the offsetting revenue from the City of Morro Bay.

Funding for one County Fire position under the Interim Emergency Agreement will have no impact on the County Fire Department's budgeted level of General Fund support. The table below shows the revenue and expenditures estimated throughout the life of the agreement with a net county cost of zero dollars.

Services Provided by County	Rate	Total Cost for Full Year
Dispatch Services Monthly Flat-rate billing *There will be no flat rate fee for each month Morro Bay provides a qualified full time dispatch employee assigned to and under direction of County Fire. This rate reduction does not affect other services provided by the County.	\$8,084/month*	\$97,000
Services Provided by County	Rate	Total Cost for Full Year
Mobile Data Computing Technology Services	\$809/month	\$9,702
Rip and Run Printer Technology Services	Included above	Included above

The County Fire Department will bill the City of Morro Bay quarterly and be fully reimbursed. The expenditures will be budgeted each fiscal year along with the offsetting revenue from the City of Morro Bay.

RESULTS

Approval of this request along with the Position Allocation List (PAL) resolution, contract and emergency interim agreement will provide contract law enforcement, Fire and Harbor dispatch services for the City of Morro Bay. It is anticipated that this contract will be cost effective for the City of Morro Bay, provide an increased level of service and provide emergency medical dispatching (EMD). The Sheriff's Office will gain added assistance from the addition of the two dispatcher FTE's and one additional Cal Fire Dispatcher. The contract outlined above will enhance the capabilities of the Sheriff's Office and County Fire services which contribute to the County's community-wide goals of a Safe Community.

ATTACHMENTS

1. Position Allocation Resolution Sheriff's Dispatcher City of MB
2. Contract for Sheriff's Dispatch Services
3. Interim Emergency Agreement for Fire Dispatch Services
4. Morro Bay Fire Dispatch, Schedule A
5. Morro Bay Fire Dispatch, Schedule B